



PLANNING & BUILDING SERVICES

ACCESSORY STRUCTURES

GENERAL INFORMATION

Accessory structures are buildings / structures, or parts of a building / structure which is subordinate to, and the use of which is incidental to, that of the main building / structure on the same lot. Accessory structures are allowed in conjunction with the permitted, limited, or conditional use only. Typical accessory structures in residential zones include detached garages, sheds, workshops, green houses, and similar structures that are usually detached from the main residence. An accessory structure may have a Detached Accessory Dwelling Unit (ADU) associated with it (see the City brochure on Accessory Dwelling Units - ADU).

If you are planning on constructing an accessory structure in a Planned Unit Development (PUD), the CCRs for the PUD need to be checked. If the PUD CCR's are stricter in nature than the underlying zone, they take precedent when it comes to accessory structures. In the City of Liberty Lake, currently, some PUDs do not allow any accessory structures, while other PUDs allow them, but they must be approved by an architectural review board and they have strict size and building or architectural style guidelines.

This handout serves as a brief overview on Accessory Structures for more information on specific requirements, please refer to the City of Liberty Lake Development and Building Codes.

GENERAL DEVELOPMENT CODE GUIDELINES

Primary use required. An accessory structure shall only be allowed on lots with another permitted, limited, or conditional use (as defined in the City of Liberty Lake Development Code), on the same lot.

Compliance with land division standards. The owner may be required to remove an accessory structure as a condition of land division approval when removal of the structure is necessary to comply with setback standards.

Building Height. The height of a detached accessory structure shall not exceed the height of the primary structure.

Buffering. A minimum 6 foot sight-obscuring fence shall be required to screen the accessory structure from dwellings on adjacent lots, unless a similar screen is already provided, the distance to adjacent dwelling(s) is greater than 50 feet, or the buffer requirement is waived in acknowledged writing by abutting property owners.

Building Setbacks & Lot Coverage. Please refer to the City Development Code, River District SAP-08-0001, or the Hawkstone SAP-06-0001, as applicable, or contact the City of Liberty Lake Planning & Building Services for more information on setback and lot coverage requirements. Structures shall not be placed over an easement that prohibits such placement or encroach into the public right-of-way.

GENERAL BUILDING CODE GUIDELINES

Building Permit Requirements:

- Accessory structures less than 120 square feet of floor area do not require a building permit, however the accessory structures cannot be attached to any other structure, must meet the minimum setback requirements of the Development Code, and be reviewed by the City.
- Accessory structures cannot be used for human occupancy or habitation.
- Pole type structures or pole buildings - Due to the nature of this type of construction, the City of Liberty Lake requires that the plans submitted for these buildings bear the stamp and signature of a professional engineer, registered in the state of Washington.
- All accessory structures shall meet the minimum standards for construction, identified in the International Residential or Building Code, as applicable.

APPLICATION PROCESS

A completed City of Liberty Lake building permit application and supporting construction documents will need to be submitted for review by Planning & Building Services to ensure compliance with the City Development and Building Codes. If the proposed accessory structure meets City standards, a building permit can usually be issued within a week. The items listed at the top of Page 3 are minimum required submittals, please consult Planning & Building Services for additional information.

- Completed Building Permit Application
- Completed Mechanical & Plumbing Permit Applications, if applicable
- Site plan - submit (1) hard copy, 8.5" x 11" min. size / 11" x 17" max. size, with information as applicable & (1) PDF CD, if available:
 - Scale & North Arrow, name and address of project designer, if applicable.
 - The proposed development site, including boundaries, dimensions, and gross area;
 - The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements;
 - The location and dimensions of all existing and proposed structures, utilities, pavement, and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan. Features that will be removed shall be noted;
 - All proposed buildings must show porches, walks, decks, overhangs, etc., as applicable
 - Lot drainage (engineered plan if required), if applicable
 - Other information, determined by the City.
- Construction Drawings - submit (1) hard copy, 11" x 17" size & (1) PDF CD, if available:
 - Floor plan
 - Elevations
 - Cross sections
 - Typical wall section from footing through roof showing full details
 - Structural details
 - Framing plan showing connection details and braced wall panel locations
 - Required engineered details need stamp & signature of engineer (braced wall panels)
- Additional items:
 - Curb cuts and driveway approaches may require an Approach Permit obtained through Planning & Building Services
 - Electrical permits for work in Liberty Lake can be obtained from the Washington State Department of Labor and Industries, (324-2640). For connection to the power distribution lines, contact the serving utility

Please note that while every effort is made to assure the accuracy of the information contained in this brochure it is not warranted for accuracy. This document is not intended to address all aspects or regulatory requirements for a project and should serve as a starting point for your investigation.

For detailed information on a particular project, permit, or code requirement refer directly to applicable file and/or code/regulatory documents or contact the City of Liberty Lake Planning & Building Services.

FOR MORE INFORMATION PLEASE CONTACT:

LIBERTY LAKE PLANNING AND BUILDING SERVICES
 22710 E. COUNTRY VISTA DRIVE, LIBERTY LAKE, WA 99019
 TELEPHONE: (509) 755-6707, FAX: (509) 755-6713
 WWW.LIBERTYLAKewa.GOV